

Gelisa Lewis

From: Connect
Sent: Friday, December 04, 2015 12:26 PM
To: Connect
Subject: IMPORTANT ACTION REQUIRED! ALL Employees Must Log Into CONNECT



Hello Judiciary Employees,

It is critical that every employee has logged into the CONNECT system by no later than Noon on Wednesday, Dec. 9. This log in performs a set up for you in the CONNECT system. It is only necessary that you log in once for this set up to take place. If you have already logged in, or participated in parallel testing, then your set up is complete.

To access the CONNECT Parallel Test system, click [HERE](#) or copy/paste the following address into your internet browser. This testing version of CONNECT will only be available until Noon on Wednesday, December 09, 2015.

<https://testconnect.mdcourts.gov/psp/ptuat/?cmd=login&languageCd=ENG&>

The log in credentials you use when accessing your Judiciary computer are the same that you will use to enter CONNECT. This is called an "Active Directory" account. The typical format for the user name is your FIRSTNAME.LASTNAME. This should be written in ALL CAPS. Please refer to the information provided in the "[FUNDAMENTALS](#)" online training in the [CONNECTed Training Library](#). For issues logging into CONNECT, please call the **JIS HELP DESK at 410-260-1114**.

Additionally, there are numerous online training materials about how to perform functions in CONNECT that are available at our website on www.mdcourts.gov (click [HERE](#) for the [CONNECTed Training Library](#)). There are also employees who serve as CONNECTors. They have been trained on the system and can answer most questions. Click [HERE](#) for the [list of CONNECTors](#).

If you need assistance, please email the CONNECT Team at connect@mdcourts.gov or call CONNECT Support Hotline - 410-260-6550. This phone number will put you directly in touch with a CONNECT Subject Matter Expert. The CONNECT Hotline will be available until Noon on Wednesday, December 09; the hours of operation are Monday – Friday, 6:00AM – Midnight.

Thank you for completing this task of logging into CONNECT.

The CONNECT Team